



**TOWN OF AURORA  
AURORA FAMILY LEISURE COMPLEX (AFLC)  
LIAISON COMMITTEE MEETING MINUTES**

**Date:** Wednesday, May 27, 2015

**Time and Location:** 4 p.m., Program Room B, Aurora Family Leisure Complex

**Committee Members:** Councillor Sandra Humfryes (Chair), Councillor John Abel, Deni Crescenzi, Juergen Daurer, Frans LeRoi, Janet Matthews, and Jo-anne Spitzer

**Member(s) Absent:** Councillor Michael Thompson, Wendy Frappier, and Gene Scherrer

**Other Attendees:** Councillor Wendy Gaertner, Councillor Tom Mrakas, Neil Garbe, Chief Administrative Officer, Ilmar Simanovskis, Director of Infrastructure and Environmental Services, Al Downey, Director of Parks and Recreation Services, Chris Catania, Accessibility Advisor, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 4:05 p.m.

**1. OPENING REMARKS**

Councillor Humfryes welcomed the group and acknowledged the additional handout provided by Frans LeRoi, which included questions and concerns regarding safety and security, as well as general and program questions.

The Committee discussed the security concerns, including the advantages and disadvantages of fob entry versus the current front desk control and wristband system. Staff reviewed the past and present entry procedures and concerns, and noted that Council had approved a motion directing staff to report on the feasibility of rear door access. Staff reviewed the reporting process and delegation opportunities, and advised that the report to Council would include options, costs and implications, and the impact on programming. It was agreed that the Committee members would be informed when the report is ready for General Committee and Council.

The Committee inquired about staff training with respect to safety and security including intruder and emergency procedures, the fire safety plan, and security and monitoring of the skateboard park. Staff assured the Committee that all procedures were in place and staff were fully trained. Staff noted that, while there is no dedicated monitoring staff, the skateboard park is placed in a visible area and issues would be addressed as they occur.

The Committee inquired about staff orientation with respect to the HVAC and other systems. Staff indicated that the HVAC automated systems were under third-party control, but Parks and Recreation Services staff and Infrastructure and Environmental Services staff have received the appropriate training, including cross-training through the various facilities.

It was noted that there were now nine accessible parking spaces at the front of the building and staff have been directed to park at the back of the building.

## **2. PREVIOUS MEETING MINUTES OF MAY 7, 2015**

The Aurora Family Leisure Complex Liaison Committee meeting minutes of May 7, 2015, were provided for information.

## **3. UPDATE AFLC OUTSTANDING DEFICIENCY LIST**

The Committee was provided with an updated AFLC Outstanding Deficiency List, dated May 27, 2015, for review. The Committee acknowledged that much had been accomplished and many of the issues had been improved and resolved. The Committee requested that the Deficiency List be reorganized by area/space for better ease of reference and follow-up.

The Committee provided further comments including:

1. Family dressing room cubicle has gap that allows view to next cubicle;
2. Fitness centre bulletin board not in appropriate location;
3. Need more, better quality fans (health and safety issues);
4. Lack of stretching area (only small space available near fountain);
5. Fountain overshoots and spills on floor;
6. Lack of storage space for outdoor shoes, boots, coats; and
7. Fitness centre music source needs to be upgraded to improve clarity.

It was noted that the fitness centre ceiling fans would be installed in July 2015. The Committee inquired about the budget process and funding for the facility and staff provided a brief overview.

#### **4. PROGRAM DISCUSSION**

The Committee inquired about the babysitting program and staff indicated that this service would no longer be offered, and added that any programs not supporting themselves have been or would be discontinued.

The Committee inquired about membership data and staff advised that membership had increased based on the monthly count of paid members. Staff advised that the dedicated space for youth after school is not dictated by use numbers from a programming perspective, and suggested that there may be an opportunity to adjust the time and use of the gym for programs during non-youth periods. Staff discussed the challenges of both the drop-in philosophy and registered programming, noting that the majority of aquafit participants are “drop-in” and 13-14 members are needed in order to break even. The Committee inquired about the manner of counting members at classes and noted that members who remain for a second class are not included in the count and only new arrivals are counted. It was further noted that two wristbands are required for two classes.

The Committee and staff discussed the pros and cons of various access and control systems including wristbands, shoe tags, fobs, and programmable cards. The Committee remarked that the previous fob system worked well, users are now complaining about waiting too long at the front desk, and wristbands are being discarded everywhere. The Committee also commented on the design of the front desk and suggested that it is further from the public, less inviting, and there is less eye contact because of the glass barrier. Staff indicated that staff had requested the glass and believes it allows for more individualized contact with the AFLC members and the public.

#### **5. NEXT MEETING**

The Committee agreed to meet next on Wednesday, June 17, 2015, at 4 p.m. in Program Room B of the Aurora Family Leisure Complex, subject to change.

#### **6. ADJOURNMENT**

The meeting was adjourned at 6 p.m.

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.